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Agenda Minutes

# CITY OF MENASHA Administration Committee 140 Main Street, 3rd Floor Council Chambers

June 2, 2008

**MINUTES** 

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#### 1. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 6:00 p.m.

#### 2. ROLL CALL/EXCUSED ABSENCES

#### A. Roll Call

PRESENT: Ald. Zelinski, Michalkiewicz, Benner (6:02pm), Pamenter, Taylor, Wisneski, Pack, Hendricks ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, CDD Keil, C/T Stoffel, PRD Tungate, PWS Jacobson, Clerk Galeazzi, and the Press.

Carol Wirth, Rich Gebhart, Daniel Pecanac from RBC Capital Markets.

#### 3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

# **Minutes to approve:**

#### A. Administration Committee Minutes, 5/19/08

Moved by Alderman Pack, seconded by Alderman Hendricks to approve minutes

Motion Carried on voice vote

Results:

#### 4. DISCUSSION

# A. Report on 2008 Financings for Capital Projects and Refinancing Existing Debt - Carol Wirth, RBC Capital Markets (documentation to be available at meeting)

Carol Wirth, Rich Gebhart, Daniel Pecanac from RBC Capital Markets presented the 2008 Financings for Capital Projects and Refinancing Exiting Debt report to the Committee. They explained the five short-term Note Anticipation Notes (NANs) and Bond Anticipation Notes (BANs). The financing would be in two different General Obligation Notes, one tax-exempt, one taxable. The Council will need to approve the report for them to proceed with the 2008 financings. Ms Wirth and Mr. Gebhart answered questions from the Committee.

# B. Licenses: Renewal liquor and malt beverage applications on file for the licensing year July 1, 2008-June 30, 2009

Clerk Galeazzi updated the Committee on the reports received from the different departments (Police, Fire, Health, Finance, Building Inspectors, and Utilities). Finance Dept. recommends deferring action on Korona Klub and The Vault as the 2007 taxes are not paid. Building Inspectors recommends deferring action on Menasha Grill and The Vault as the final inspections have not been completed. Utilities recommends deferring action on The Vault as their account is in arrears. Also, Clerk Galeazzi reported she received notice from a local wholesale distributor that The Vault has an outstanding bill that is more than 30 day in arrears. CA/HRD Brandt recommends the Council defer action on the renewal application for The Vault, Korona Klub and Menasha Grill.

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C. Offer to Purchase for 81 Racine Street and 504 Broad Street, Parcels #71-0006200 & #71-000610, Riverside Builders, Inc. not to exceed \$36,000 (Held 5/19/08)

Ald. Pack requested waiting to discuss this item until the Common Council meeting as there is a resident that would like to speak on the matter that will be arriving later.

### D. Accounts payable and payroll for 5/20/08-5/29/08 in the amount of \$973,452.48

Ck. #17049-Stop N Go, LLC-\$712 – refund for liquor license, withdrew application.

#### 5. ADJOURNMENT

# A. Adjournment

Moved by Alderman Michalkiewicz, seconded by Alderman Pack to adjourn at 6.40 p.m.

Motion Carried on voice vote

Results:

Respectfully submitted by Deborah A. Galeazzi, City Clerk